

<b>PHA 5-Year and Annual Plan</b>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011																										
<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Chillicothe Metropolitan Housing Authority</u> PHA Code: <u>OH024</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>10/2011</u>																											
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>387</u> Number of HCV units: <u>515</u> Other: HCV-VASH Units: <u>60</u>																											
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only																											
<b>4.0</b>	<b>PHA Consortia</b> <i>N/A</i> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)																											
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update. <i>NOT APPLICABLE</i>																											
<b>5.1</b>	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: <i>NOT APPLICABLE</i>																											
<b>5.2</b>	<b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. <i>NOT APPLICABLE</i>																											
<b>6.0</b>	<b>PHA Plan Update</b>  (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:  <p style="text-align: center;">The following PHA Plan elements marked '<u>X</u>' have been revised since the last Annual Plan submission by the Chillicothe Metropolitan Housing Authority.  <u>N/C</u> denotes NO CHANGE and <u>N/A</u> denotes NOT APPLICABLE</p> <table style="margin-left: auto; margin-right: auto;"> <tr><td style="text-align: center;"><u>  X  </u></td><td>903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures</td></tr> <tr><td style="text-align: center;"><u>  X  </u></td><td>903.7(2) Financial Resources</td></tr> <tr><td style="text-align: center;"><u>  N/C  </u></td><td>903.7(3) Rent Determination</td></tr> <tr><td style="text-align: center;"><u>  X  </u></td><td>903.7(4) Operation and Management</td></tr> <tr><td style="text-align: center;"><u>  N/C  </u></td><td>903.7(5) Grievance Procedures</td></tr> <tr><td style="text-align: center;"><u>  N/C  </u></td><td>903.7(6) Designated Housing for Elderly and Disabled Families</td></tr> <tr><td style="text-align: center;"><u>  X  </u></td><td>903.7(7) Community Service and Self-Sufficiency</td></tr> <tr><td style="text-align: center;"><u>  N/C  </u></td><td>903.7(8) Safety and Crime Prevention</td></tr> <tr><td style="text-align: center;"><u>  X  </u></td><td>903.7(9) Pets</td></tr> <tr><td style="text-align: center;"><u>  N/C  </u></td><td>903.7(10) Civil Rights Certification</td></tr> <tr><td style="text-align: center;"><u>  X  </u></td><td>903.7(11) Fiscal Year Audit</td></tr> <tr><td style="text-align: center;"><u>  N/C  </u></td><td>903.7(12) Asset Management</td></tr> <tr><td style="text-align: center;"><u>  N/C  </u></td><td>903.7(13) Violence Against Women Act (VAWA)</td></tr> </table>		<u>  X  </u>	903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures	<u>  X  </u>	903.7(2) Financial Resources	<u>  N/C  </u>	903.7(3) Rent Determination	<u>  X  </u>	903.7(4) Operation and Management	<u>  N/C  </u>	903.7(5) Grievance Procedures	<u>  N/C  </u>	903.7(6) Designated Housing for Elderly and Disabled Families	<u>  X  </u>	903.7(7) Community Service and Self-Sufficiency	<u>  N/C  </u>	903.7(8) Safety and Crime Prevention	<u>  X  </u>	903.7(9) Pets	<u>  N/C  </u>	903.7(10) Civil Rights Certification	<u>  X  </u>	903.7(11) Fiscal Year Audit	<u>  N/C  </u>	903.7(12) Asset Management	<u>  N/C  </u>	903.7(13) Violence Against Women Act (VAWA)
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**6.0** (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

The following are the specific locations where the public may obtain copies of the 2011 Annual Plan:

- Administrative Office – 178 West Fourth Street, Chillicothe, Ohio

## 6.0 PHA Plan Elements

### 903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures *CHANGES*

#### A. Public Housing

Public Housing policies that govern resident or tenant eligibility, selection and admission (including preferences), unit assignment, procedures to maintaining waiting list for admission to public housing and site-based waiting lists (if applicable).

#### (1) Eligibility *CHANGE*

The Chillicothe Metropolitan Housing Authority verifies eligibility for admission to public housing when name is reached on waiting list.

The PHA uses the following non-income screening factors to establish eligibility for admission to public housing:

- Criminal Background Check – Any household with a family member who has been convicted of a drug related offense, or a pattern of alcohol abuse, or crimes of physical violence against persons or property within the last five (5) years. If incarcerated, denial of admission shall stand for three (3) years from date of release. Rental history
- Housekeeping
- The PHA will attempt to ascertain whether domestic violence was a factor in the poor rental and tenancy history and exercise discretion in determining suitability for tenancy, taking into consideration the circumstances that may have contributed to the negative reporting.

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes:

- Local law enforcement agencies

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(2) Selection and Assignment

Selection for admission to public housing shall be made from the PHA’s current waiting list in accordance with date and time of application and applicable preference(s) as follows.

(3) Preferences *CHANGE*

The PHA does not plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of the median area income.

It is the policy of the PHA that transfers will take precedence over new admissions in the following circumstances:

- Emergencies
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA
- Domestic Violence

The PHA plans to employ the following admission preferences for admission to public housing:

<u>Priority</u>	<u>Preference</u>
<u>1</u>	- Working families and those unable to work because of age or disability
<u>1</u>	- Residents who live and/or work in the jurisdiction
<u>1</u>	- Veterans
<u>1</u>	- Those enrolled currently in educational, training, or upward mobility programs (full-time)
<u>1</u>	- Involuntary displaced due to government action

Among applicants on the waiting list with equal preference status, the PHA will make the selection from the date that the family qualified for the ranking preferences.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(4) Unit Assignment

Applicants are ordinarily given one (1) vacant unit choice before they fall to the bottom of, or are removed from the waiting list. This policy is consistent across all waiting list types.

(5) Maintaining Waiting List

The Chillicothe Metropolitan Housing Authority maintains a community-wide waiting list. Interested persons may apply for admission to public housing at the main administrative office located at 178 West Fourth Street, Chillicothe, Ohio.

The Chillicothe Metropolitan Housing Authority does not plan to operate any site-based waiting lists.

(6) Occupancy

Applicants and residents may use the following reference materials to obtain information about the rules of occupancy of public housing.

- The PHA-resident lease
- The PHA's Admissions and Continued Occupancy Policy
- PHA briefing seminars or written materials

Residents must notify the PHA of changes in family composition:

- At any time family composition changes

(7) Deconcentration and Income Mixing *CHANGE*

The PHA has performed its annual deconcentration and income mixing analysis to determine if the PHA has any general occupancy public housing developments covered by the deconcentration rule. The analysis results follow:

The PHA does have general occupancy public housing developments covered by the deconcentration rule.

None of the covered developments have average incomes that fall above or below the Established Income Range.

B. Section 8

Section 8 HCV policies that govern participant eligibility and selection for assistance (including preferences), and procedure for maintaining waiting list.

(1) Eligibility

The PHA conducts screening to the extent of:

- Criminal or Drug-related activity only to the extent required by law or regulation
- Domestic Violence – Attempt to ascertain whether domestic violence was a factor in the poor rental and tenancy history or

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criminal activity and exercise discretion in determining suitability for tenancy about the circumstances that may have contributed to the negative reporting.

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes:

- Local law enforcement agencies

The PHA shares the following information with prospective landlords:

- Previous and current landlord name and mailing address

(2) Waiting List Organization

The Chillicothe Metropolitan Housing Authority’s waiting list for the section 8 tenant-based assistance is not merged with any other program waiting list:

Interested person may apply for admission to section 8 tenant-based assistance at:

- PHA main administrative office: 178 West Fourth Street, Chillicothe, Ohio

(3) Search Time

The PHA does give extensions on standard 60-day period to search for a unit and request must be in writing.

(4) Preferences

The PHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of the median area income.

The PHA plans to employ the following admission preferences for admission to section 8 tenant-based assistance:

<u>Priority</u>	<u>Preference</u>
<u>1</u>	- Involuntary displacement due to Government action or inaccessibility
<u>1</u>	- Victims of domestic violence
<u>1</u>	- Veterans and Head of Household or Co-head or Spouse if veteran is deceased
<u>1</u>	- Victims of Natural Disasters (includes but are not limited to floods, tornadoes, hurricanes, earthquakes and tsunamis). Proper documentation includes but is not limited to written statements from disaster relief agencies such as Federal, State or local Emergency Management Agencies, the Red Cross and

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other Federal, State or local agencies either within or outside the jurisdiction where the natural disaster occurred)

Among applicants on the waiting list with equal preference status applicants are selected by date and time of application.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Special Purpose Section 8 Assistance Programs

The policies governing eligibility, selection and admissions to any special-purpose section 8 program administered by the PHA are contained in the following documents or other reference materials:

- The Section 8 Administrative Plan
- Briefing sessions and written materials

The PHA announces the availability of any special-purpose section 8 program to the public through:

- Published notices

6.0 903.7(2) Financial Resources

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2011 grants)</b>		
a) Public Housing Operating Fund	1,039,926.00	
b) Public Housing Capital Fund (based on 2010)	628,094.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	2,578,198.00	
f) Resident Opportunity and Self- Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
FSS Section 8	48,230.00	Section 8 supportive services
FSS Public Housing	50,325.00	Public housing supportive services
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
2010 Capital Funds Grant (501-10)	628,094.00	Public housing capital improvements
2009 Capital Funds Grant (501-09)	317,321.00	Public housing capital improvements
<b>3. Public Housing Dwelling Rental Income</b>	<b>619,785.00</b>	Public housing operations
<b>4. Other income (list below)</b>	<b>33,973.00</b>	Public housing operations
Non-dwelling rent 9,000.00		
Interest on Investments 772.00		
Excess Utilities 10,398.00		
Other 13,803.00		
<b>5. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$5,943,946.00</b>	

6.0 903.7 (3) Rent Determination Policies *NO CHANGE*

A. Public Housing

(1) Income Based Rent Policies

a. Use of discretionary policies

The PHA will employ discretionary rent-setting policies for income based rent in public housing.

b. Minimum Rent

The PHA's minimum rent is \$50.00.

The PHA has adopted the following discretionary minimum rent hardship exemption policies.

1. The minimum rent requirement may be waived due to certain financial hardships. The request for minimum rent hardship must be made in writing to the PHA prior to the rent becoming delinquent. The PHA will verify whether the hardship claimed is temporary or long term. Payment of the minimum is suspended immediately for ninety days when a hardship is requested on one of the following conditions:

- a. The family has lost eligibility or is awaiting an eligibility determination to receive federal, state or local assistance, including a family having a non-citizen household member lawfully admitted for permanent residence and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work Opportunity Act of 1996;
- b. The family income has decreased due to changed circumstances such as loss of employment, separation, divorce, and abandonment;
- c. The family would be evicted as a result of imposing the minimum rent requirement;
- d. There has been a death in the family; or
- e. There are other hardship situations determined by the PHA on a case-by-case basis, i.e. alimony, child support, etc.

Financial hardship exemption only applies to payment of minimum rent - not to rent based on the statutory formula for determining the Total Tenant Payment (TTP) or Flat Rent in the public housing program.

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2. If tenant initiates a request for a hardship exemption that the PHA determines is temporary in nature:
  - a. Rent may be suspended, during the ninety (90) day period beginning on the day the request is made. At the end of the ninety (90) day period, the minimum rent is reinstated retroactively to the date of suspension.
  - b. The PHA will allow the family a maximum of six (6) months to make payment of any delinquent minimum rent payments accrued during the suspension period. However, the family must execute a Repayment Agreement.
  - c. The family may not be evicted for non-payment of rent during the ninety (90)-day suspension period..
  - d. If the hardship is subsequently determined to be long-term, the PHA will retroactively exempt residents from the minimum rent requirement for the ninety (90)-day period.
3. If the circumstances supporting the request for a minimum rent hardship exemption are long term, tenant's rent will be based on the statutory income-based rent calculation formula during the minimum rent exemption period.
4. Hardship determinations are subject to the PHA's Informal Hearing Process and families are exempt from any escrow deposit that may be required under regulations governing the hearing process for other determinations.

c. Rents set at less than 30% than adjusted income

The PHA does not plan to charge rents at a fixed amount or percentage less than 30% of adjusted income.

d. Discretionary deductions and/or exclusion policies

The PHA does not plan to employ any discretionary (optional) deductions and/or exclusions policies.

e. Ceiling Rents

The PHA does not have ceiling rents.

f. Rent Re-determinations

Between annual income reexaminations, the tenant is required to report changes in income or family composition to the PHA such that the changes result in an adjustment to rent as follows:

- Any time the family experiences an income increase

## g. Individual Savings accounts (ISAs)

The PHA does not plan to implement individual savings accounts for residents as an alternative to the required 12 month disallowance of earned income and phasing in of the rent increase in the next year.

(2) Flat Rents

The PHA used the following sources of information in setting the market-based flat rents to establish comparability.

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Percentage of FMR

B. Section 8 Tenant-based Assistance(1) Payment Standards

The PHA's payment standard is:

- Above 100% but at or below 110% of FMR

The PHA chose this level because the FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area.

The PHA reevaluates the payment standards for adequacy annually and considers the following factors in its assessment of the adequacy:

- Success rates of assisted families
- Rent burdens of assisted families

(2) Minimum Rent

The PHA's minimum rent is \$25.00.

The PHA has adopted the following discretionary minimum rent hardship exemption policies:

1. The minimum rent requirement may be waived under certain circumstances. Financial hardship status is to be granted immediately for ninety (90) days in the event of the following:
  - a. The family has lost eligibility or is awaiting an eligibility determination to receive federal, state or local assistance, including a family having a non-citizen household member lawfully admitted for permanent residence and who would be entitled to public benefits but for Title IV of the Personal Responsibility and Work

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Opportunity Act of 1996;

- b. The family income has decreased due to changed circumstances such as separation, divorce, and abandonment;
- c. One or more family members have lost employment;
- d. The family would be evicted as a result of imposing the minimum rent requirement;
- e. There has been a death in the family; or
- f. There are other hardship situations determined by the PHA on a case-by-case basis, i.e. alimony, child support, etc.

Financial hardship exemption only applies to payment of minimum rent - not to rent based on the statutory formula for determining the Total Tenant Payment (TTP).

- 2. If tenant initiates a request for a hardship exemption that the PHA determines is temporary in nature:
  - a. If the hardship is determined to be temporary, minimum rent may be suspended; during the ninety (90) day period beginning on the day the request is made. At the end of the ninety (90) day period, the minimum rent is reinstated retroactively to the date of suspension and the HAP is again adjusted.
  - b. In the case of a temporary hardship, the PHA will allow the family a maximum of six (6) months to make payment of any delinquent minimum rent payments accrued during the suspension period. However, the family must execute a Repayment Agreement.
  - c. If the hardship is subsequently determined to be long-term, the PHA will retroactively exempt residents from the minimum rent requirement for the ninety (90)-day period.
  - d. Note that the PHA can only suspend the minimum rent contribution. If the family is residing in a unit whose Gross Rent exceeds the Payment Standard, the family will be responsible for the excess rent.
- 3. Hardship determinations are subject to the PHA's Informal Hearing Process and families are exempt from any escrow deposit that may be required under regulations governing the hearing process for other determinations.

903.7(4) Operation and Management *CHANGES*

(1) PHA Management Structure

- a. An organizational chart showing the PHA's management structure and organization is provided as attachment oh024h01. *CHANGE*

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b. HUD Programs Under PHA Management

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	387	110
Section 8 Vouchers	360	16%
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Mainstream	50	
Family Unification Program	45	
Veterans Affairs Supportive Housing (VASH)	35	
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

c. Management and Maintenance Policies

The PHA has adopted the following policies that contain the Agency’s rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

Public Housing Management:

- Admissions and Continued Occupancy Policy (ACOP)
- ACOP Procedures Manual
- Fair Housing Policy
- Grievance Procedures
- Tenant Selection and Assignment Plan
- Handicapped Policy
- Termination and Eviction
- Transfer and Transfer Waiting List
- Deconcentration and Income Targeting Policy
- Community Service Policy
- EIV Security Policy
- Records Retention Policy
- Fraud Policy
- Resident Initiatives Policy
- Section 3 Plan

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- Pet Policy for Families
- Pet Policy for Elderly
- Procurement Policy and Procedures
- Personnel Policy
- Maintenance Plan
- Work Order System
- Pest Eradication Policy
- Uniform Inspection System
- Credit Card Policy
- Capitalization Policy
- Doubtful Accounts Policy
- File Access Policy
- Family Self-Sufficiency Policy

Section 8 Management:

- Administrative Plan
- Section 8 Procedures Manual
- Section 8 Homeownership Plan
- Family Self-Sufficiency Policy

903.7(5) Grievance Procedures *NO CHANGE*

A. Public Housing

The PHA has not established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

Residents or applicants who desire to initiate the PHA grievance Process should contact the following:

- PHA main administrative office

B. Section 8 Tenant-Based Assistance

The PHA has not established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Section 8 applicants or assisted families who desire to initiate the informal review and informal hearing process should contact the following:

- PHA main administrative office

**6.0** 903.7(6) Designated Housing for Elderly and Disabled Families *NO CHANGE*

The PHA has not designated or applied for approval to designate nor plans to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will not apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year.

903.7(7) Community Service and Self-Sufficiency *CHANGES*

A. PHA Coordination with the Welfare (TANF) Agency.

1. On February 2, 2005, the PHA entered into a cooperative agreement with the TANF Agency to share information and /or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937).
2. Other coordination efforts between the PHA and TANF agency include:
  - Client referrals
  - Information sharing regarding mutual clients (for rent determinations and otherwise)
  - Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
  - Joint administration of other demonstration program: Partner and assistant housing authority with Community Service requirements.

B. Services and programs offered to residents and participants by the Chillicothe Metropolitan Housing Authority are as follows:

(1) General

a. Self-Sufficiency Policies

The PHA will employ the following discretionary policies to enhance the economic and social self-sufficiency of assisted families in the following areas:

- Public housing rent determination policies
- Public housing admissions policies

b. Economic and Social self-sufficiency programs

The PHA coordinates, promotes and provides programs to enhance the economic and social self-sufficiency of residents.

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<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/ specific criteria/other)	Access (development office/PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)
New Horizons	8	Other	Main Office	Both
Bible Club	Varies	Other	Lincoln, Sherman , Westland	Both
Summer Lunch Program	Varies	Community Action	Lincoln, Sherman, Westland Estates	Both
Nutrition ED Class	Varies	Other	All Sites	Both
Homeownership Classes	Varies		Frontier Community Services	Both
PAL	50		Tiffin Tower and Worthington Manor	Both
In Care	25		Worthington Manor	PH

(2) Family Self Sufficiency programs

Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of:06/30/10)
Public Housing	27	20
Section 8	25	29

C. Welfare Benefit Reductions

The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:

- Adopting appropriate changes to the PHA’s public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies

## D. Community Service Requirement

**Description of the Community Service Policy**

The Chillicothe Metropolitan Housing Authority Community Service Policy is simple and definitive of Section 512 of the Quality and Work Responsibility Act of 1998. The Chillicothe Metropolitan Housing Authority believes that the community service requirement should not be received by the resident to be a punitive or demeaning activity, but rather to be a rewarding activity that will benefit both the resident and the community. Community service offers public housing residents and opportunity to contribute to the communities that support them while gaining work experience. The requirement is easy and rewarding and the Housing Authority provides the residents with the name of agencies, the agencies point of contact and all required paper work necessary to accomplish the monthly service.

The Community Service Policy allows the PHA to identify those residents required to participate in the community service requirement. Participants will be required to contribute 8 hours of community service each month or to participate in a self-sufficiency program for 8 hours each month. Identified residents are responsible to determine the appropriateness of the voluntary service within guidelines provide in the policy. Allowed activities that may be included are listed in the policy. Voluntary political activities are prohibited from being considered to meet the Community Service requirement. Participation in self-sufficiency activities that may be included are listed in the policy. A list of exemptions that may be claimed from the requirement is provided in the policy. Family obligations and PHA obligations are addressed in detail. Lease requirements and documentation and non-compliance are all clearly addressed.

CMHA will comply with requirements of community service by identifying the number of tenants required to perform community service, the number of tenants granted exemptions, the number of tenants in non-compliance, and the number of tenants terminated/evicted due to non-compliance.

Community Service Implementation Report: *CHANGE*

- Number of tenants required to perform community service: 102
- Number of tenants performing community service: 14
- Number of tenants granted exemptions: 403
- Number of tenants in non-compliance: 88
- Number of tenants terminated/evicted due to non-compliance: -0-

**6.0** 903.7(8) Safety and Crime Prevention *NO CHANGE*

The PHA's plan for safety and crime preventions to ensure the safety of the public housing residents is addressed below.

A. Need for measures to ensure the safety of public housing residents:

1. Description of the need for measures to ensure the safety of public housing residents.

- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crimes

2. Information or data used by the PHA to determine the need for PHA actions to improve safety of residents:

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs

3. Developments that are most affected:

- Lincoln Park
- Tiffin Tower
- Westland Estates
- Sherman Park

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year.

1. List of crime prevention activities:

- Contracting with outside and/or resident organizations for the provision of crime and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Cooperation with task force

2. Developments that are most affected:

- Lincoln Park
- Tiffin Tower

6.0

- Westland Estates
- Sherman Park

C. Coordination between PHA and the police.

1. Description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities:
  - Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
  - Police provide crime data to housing authority staff for analysis and action
  - Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
  - Police regularly testify in and otherwise support eviction cases
  - Police regularly meet with the PHA management and residents
  
2. Developments that are most affected:
  - Lincoln Park
  - Tiffin Tower
  - Westland Estates
  - Sherman Park

903.7(9) Pets *CHANGES*

All residents are permitted to own and keep common domesticated household pets. Common household pet means a domesticated cat, dog, bird, gerbil, hamster, Guinea pig, and fish in aquariums.

Pet owners must agree to abide by the PHA's Pet Ownership Rules.

The CMHA will not charge a non-refundable pet fee.

A \$300.00 refundable deposit for dogs and cats, and there is no deposit for fish. The CMHA shall refund the unused portion of the pet deposit to the pet owner within thirty (30) days after the pet owner moves from the dwelling or no longer owns or keeps a pet in the dwelling unit.

Limit of one pet per household.

Limit for birds is two (2).

Fish tank over 10 gallons will require renter's insurance and fish tanks in family units must be on ground level.

Reptiles or ferrets are not allowed.

6.0

Pet owner may have only a small cat or a small dog. Limitations: weight not to exceed twenty-five (25) pounds; height shall not exceed fifteen (15) inches. *This does not apply to service animals that assist persons with disabilities.*

Pet owner shall license their pet as required by law.

Pet owner must not violate any state or local health or humane laws.

Pet must be spayed or neutered.

Pet must be maintained on leash and kept under control when taken outside the unit.

#### 903.7(10) Civil Rights Certification *NO CHANGE*

The PHA has examined its programs and proposed programs to identify any impediments to fair housing choices, has addressed those impediments in a reasonable fashion, and is working with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing. The PHA assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

The PHA has taken the following specific actions to Affirmative Further Fair Housing in its public housing and Section assistance programs.

The PHA will not, on the grounds of race, color, creed, sex religion, age, disability, national origin or familial status:

- Deny a person or family admission the housing or assistance;
- Provide housing which is different than that provided others, except for elderly and/or disabled where accessibility features may be required;
- Subject a person to segregation or disparate treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with housing programs;
- Treat a person differently in determining eligibility or other requirements for admission or assistance;
- Deny any person access to the same level of services provided to others;
- Deny a person the opportunity to participate in a planning or advisory group that is an integral part of the housing programs.

The PHA will not intimidate, threaten or take any retaliatory action against any applicant, resident, or participant because of a person's participation in civil rights activities or assertions of civil rights.

HUD Fair Housing Posters are posted at the PHA main administrative office and at each development office.

6.0

The PHA will ensure accessibility to offices to afford persons with disabilities the opportunity to apply for admission or assistance to the public housing programs.

The PHA will make sure that all employees of the PHA are familiar with non-discrimination requirements, especially those employees who are involved in the admissions process.

The PHA prominently displays a fair housing poster at each office where applications are taken and at each management office.

The PHA's policies and practices are designed to provide assurance that all persons with disabilities will be provided reasonable accommodations so that they can fully access and utilize the housing programs and related services.

The PHA will identify and eliminate situations and /or practices that create barriers to equal housing opportunity for all.

The PHA reviews its policies and procedures, at least annually, to assure compliance with all civil rights requirements.

#### 903.7(11) Fiscal Year Audit *CHANGE*

The PHA is required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U S.C. 1437c(h)).

The most recent fiscal audit was not submitted to HUD. The audit is still under review.

#### 903.7(12) Asset Management *NO CHANGE*

The PHA will conduct a Physical Needs Assessment (PNA) of all AMP's within the next fiscal year. The needs of the projects will be prioritized, not only based upon the PNA, but also upon needs identified during inspections performed by PHA staff and HUD REAC and during Energy Audits. A combination of these methods will determine the agency's long- term operating goals and serve as a guide in handling the agency's capital investments. The needs, as determined, will serve as the agency's guide towards developing a plan of action with regards to rehabilitation, demolition/disposition. The current plans for modernization activities are included in the agency's Annual Statement and Five-Year Action Plan.

The PHA will proceed to allocate funds, based upon funds availability, to the projects identified as a result of those efforts previously described and also based upon other current available project information pertaining to occupancy, vacancies, expenses, prior improvements and other project data.

**6.0** 903.7(13) Violence Against Women Act (VAWA) *NO CHANGE*

The Chillicothe Metropolitan Housing Authority has incorporated in its PHA Plan goals and objectives, and policies and procedures the applicable provisions of the Violence Against Women and Reauthorization Act of 2005 (VAWA) to support or assist victims of domestic violence, dating violence, or stalking.

The PHA goal to provide an improved living environment is being met by the PHA by its effort to implement measures to assist victims of domestic violence in avoiding their abusers and continuing occupancy in public housing.

Towards its effort to meet the PHA goal to promote self-sufficiency and asset development of assisted households the PHA is partnering with local agencies to provide or attract supportive services to assist victims of domestic violence move out of abusive situations and begin again. Among these is the Ross County Coalition Against Domestic Violence (RCCADV) who will present and provide access to the Public Housing residents and Section 8 participants the following goals and programs:

- Provide speakers and educators available to make presentations at resident council meetings
- Promote “Domestic Violence Awareness” Program
- Execute a 4-week program for the youth
- Execute a 2-week program at the PHA elderly sites
- Conduct health and safety plans
- Network with Child Protective Center to conduct parenting classes
- Conduct Part A and B annual programs
- Currently drafting a Memorandum of Understanding

In addition, the PHA has amended its policies and procedures to include language and applicable provisions of the VAWA. It is the PHA’s intent to maintain compliance with all applicable requirements imposed by VAWA.

The PHA efforts may include to:

- Provide and maintain housing opportunities for victims of domestic violence, dating violence, or stalking;
- Create and maintain collaborative partnerships between PHA, victim service providers, law enforcement authorities, and other supportive groups to promote the safety and well-being of victims of domestic violence, dating violence, or staking (whether actual or imminent threat) who are assisted by PHA;
- Ensure the physical safety of victims of domestic violence, dating violence, or stalking (whether actual or imminent threat) who are assisted by PHA; maintain compliance with all applicable requirements imposed by VAWA.
- Take appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting families or individuals assisted by PHA.
- CMHA shall train its staff on the required confidentiality issues imposed by VAWA.

Finally, the PHA is providing a preference in the Section 8 HCV program for victims of domestic violence.

7.0

**Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.** *Include statements relat/eed to these programs as applicable. NO CHANGE*

**a. HOPE VI or Mixed Finance Modernization or Development**

The PHA has not received a HOPE VI revitalization grant.

The PHA does not plan to apply for a HOPE VI Revitalization grant in the Plan year.

The PHA will not be engaging in any mixed-finance development activities for public housing in the Plan year.

The PHA will not be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement.

**b. Demolition and/or Disposition**

The PHA does not plan to conduct any demolition or disposition activities in the plan Fiscal Year.

**c. Conversion of Public Housing**

Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

The PHA does not have any developments or portions of developments identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act.

**d. Homeownership**

1. Public Housing

The PHA does administer a homeownership program for public housing.

Activity Description:

<b>Public Housing Homeownership Activity Description</b>
1a. Development name: <b>Scattered Site I</b> 1b. Development (project) number: <b>OH024004</b>
2. Federal Program authority: <input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program <b>approved</b> , submitted, or planned for submission: <b><u>(03/11/99)</u></b>
5. Number of units affected: <b>17</b>
6. Coverage of action: (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

7.0

<b>Public Housing Homeownership Activity Description</b>	
1a. Development name: <b>Scattered Site II</b>	
1b. Development (project) number: <b>OH024005</b>	
2. Federal Program authority:	<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one)	<input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program <b>approved</b> , submitted, or planned for submission:	<b>(03/11/99)</b>
5. Number of units affected: <b>16</b>	
6. Coverage of action: (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

2. Section 8 Tenant Based Assistance

The PHA does plan to administer a homeownership program for section 8.

Program Description:

The PHA will limit the number of families participating in the Section 8 homeownership option to 26 – 50 participants.

The PHA has not established eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria.

**e. Project-based Vouchers**

Our agency is not currently operating nor intends to operate a Section 8 Project Based Voucher Program.

**8.0 Capital Improvements.** Please complete Parts 8.1 through 8.3, as applicable.

**8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.** As part of the PHA 5-Year and Annual Plan, annually complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report*, form HUD-50075.1, for each current and open CFP grant and CFFP financing.

Required reports are included as following attachments:

- 2011 Capital Fund Program Annual Estimate - attachment oh024a01
- 2010 Performance and Evaluation Report - attachment oh024c01
- 2009 Performance and Evaluation Report - attachment oh024d01
- 2009 ARRA Performance and Evaluation Report – attachment oh024e01
- 2008 Performance and Evaluation Report – attachment oh024f01
- 2007 Performance and Evaluation Report – attachment oh024g01

**8.2 Capital Fund Program Five-Year Action Plan.** As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan*, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.

Required report is included as following attachment:

- FY 2011 Capital Fund Program 5 Year Action Plan - attachment oh0241b01

**8.3 Capital Fund Financing Program (CFFP).** *N/A*  
 Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.

**9.0 Housing Needs.** Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact”.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	8991	5	5	5	5	5	5
Income >30% but <=50% of AMI	5537	4	4	4	4	4	4
Income >50% but <80% of AMI	6001	3	3	3	3	3	3
Elderly	5231	4	4	4	4	4	4
Families with Disabilities	933	4	4	4	4	4	4
White	17320	3	3	3	3	3	3
Black/African American	638	4	4	4	4	4	4
American Indian/Alaska Native	31	5	5	5	5	5	5
Asian	58	5	5	5	5	5	5
Native Hawaiian/Other Pacific Islander	0	0	0	0	0	0	0
Hispanic	73	5	5	5	5	5	5

9.0

**Housing Needs of Families on the Waiting List**

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	283		
Extremely low income <=30% AMI	251	89%	
Very low income (>30% but <=50% AMI)	29	10%	
Low income (>50% but <80% AMI)	3	1%	
Families with children	169	60%	
Elderly families	17	6%	
Families with Disabilities	71	25%	
White	241	85%	
Black/African American	36	13%	
American Indian/Alaska Native	6	2%	
Asian	0	0%	
Native Hawaiian/Other Pacific Islander	0	0%	
Hispanic	0	0%	

Characteristics by Bedroom Size (Public Housing Only)			
1BR	126	44.5%	
2 BR	78	27.5%	
3 BR	65	23%	
4 BR	8	3%	
5 BR	6	2%	
5+ BR	N/A	N/A	

Is the waiting list closed (select one)?  No  Yes

If yes: **2, 3 and 5 bedroom is open**

How long has it been closed (# of months)? **approximately 3 months elderly/disabled**

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

9.0

**Housing Needs of Families on the Waiting List**

Waiting list type: (select one)

- Section 8 tenant-based assistance
- Public Housing
- Combined Section 8 and Public Housing
- Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	227		62%
Extremely low income <=30% AMI	183	81%	
Very low income (>30% but <=50% AMI)	42	18%	
Low income (>50% but <80% AMI)	2	1%	
Families with children	135	59%	
Elderly families	11	5%	
Families with Disabilities	65	29%	
White	211	93%	
Black/African American	11	5%	
American Indian/Alaska Native	1	.5%	
Asian	1	.5%	
Native Hawaiian/Other Pacific Islander	0	0%	
Hispanic	0	0%	

Characteristics by Bedroom Size (Public Housing Only)

1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)? **28 months**

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes **Family Unification Program (FUP)**

9.1

**Strategy for Addressing Housing Needs.** Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. NO CHANGE**

**Strategies**

**Need: Shortage of affordable housing for all eligible populations**

PHA shall maximize the number of affordable units available to the PHA within its current resources by:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening section 8 applicants to increase owner acceptance of program
  
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

PHA shall increase the number of affordable housing units by:

- Apply for additional section 8 units should they become available

**Need: Specific Family Types: Families at or below 30% of median**

PHA shall target available assistance to families at or below 30 % of AMI:

- Adopt rent policies to support and encourage work

**Need: Specific Family Types: Families at or below 50% of median**

PHA shall target available assistance to families at or below 50% of AMI:

- Adopt rent policies to support and encourage work

**Need: Specific Family Types: The Elderly**

PHA shall target available assistance to the elderly:

- Seek designation of public housing for the elderly

**Need: Specific Family Types: Families with Disabilities**

PHA shall target available assistance to Families with Disabilities:

9.1

- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

PHA shall increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

PHA shall conduct activities to affirmatively further fair housing:

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations

**Reason for Selecting Strategies**

- Funding constraints
- Staffing constraints
  
- Extent to which particular housing needs are met by other organizations in the community
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups

**10.0 Additional Information.** Describe the following, as well as any additional information HUD has requested.

(a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. (**Note: Standard and Troubled PHAs complete annually Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan**).

**PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING**

The PHA established the following objectives to strive in meeting goal #1:

- Reduce public housing vacancies

**Progress Statement:** When the thirty (30) day notice is received the next applicant is contacted immediately.

**PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING**

The PHA established the following objectives to strive in meeting goal #2:

- Improve public housing management:
- Increase customer satisfaction
- Concentrate on efforts to improve specific management functions
- Renovate or modernize public housing units

**Progress Statement:**

- 1) More training of management staff
- 2) Increase resident/management communication
- 3) Regular PH staff meetings
- 4) Have completed many renovation projects and will continue

**PHA GOAL #3: INCREASE ASSISTED HOUSING CHOICES**

The PHA established the following objectives to strive in meeting goal #3:

- Conduct outreach efforts for potential voucher landlords

**Progress Statement:**

- 1) Quarterly newsletter
- 2) Host bi-yearly landlord seminars
- 3) Speak at Landlord Associations Group meeting
- 4) Hosting 1<sup>st</sup> Annual Landlord Expo, 2530 vendors and all area landlords

**10.0 PHA GOAL #4: PROVIDE AN IMPROVED LIVING ENVIRONMENT**

The PHA established the following objectives to strive in meeting goal #4:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments
- Implement public housing security improvements

**Progress Statement:**

- 1) Working families receive preference points
- 2) Install updated cameras, officer lives on property, off-duty security

**PHA GOAL #5: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS**

The PHA established the following objectives to strive in meeting goal #5:

- Increase the number and percentage of employed persons in assisted families
- Provide or attract supportive services to improve assistance recipients' employability
- Provide or attract supportive services to increase independence for the elderly or families with disabilities

**Progress Statement:**

- 1) Preference points for employed families
- 2) Implemented Section 3 Program. Maintained cooperative agreements. Maintained Memorandum of Understanding (M.O.V.) with different agencies in community.

**PHA GOAL #6: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING**

The PHA established the following objectives to strive in meeting goal #6:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability:
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status and disability:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required

**Progress Statement:** Continue to strive for equal opportunity for all applicants.

**10.0 (b) Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of “significant amendment” and “substantial deviation/modification”. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

**Substantial Deviations from the 5-Year Plan**

- Additions or deletions of Strategic Goals
- Any deviation that requires reviews and input by the Resident Advisory Board as well as approval by the Board of Commissioners.

**Significant Amendments or Modification to the Annual Plan**

- Any change to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency\* work items over \$25,000 (items not included in the latest approved PHA Plan Capital Fund Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds (if applicable) under the Capital Fund Program; and
- Any change with regard to demolition or disposition, designation of housing, homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant.

This criterion does not supersede the requirements of OMB Circular No. A-87 (Cost Principal for State, Local, and Indian Tribal Governments) and 25 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements), as well as federal, state, or local regulations or statutes.

Any future issuance of HUD guidelines or additional regulations shall take precedence over the above criterion.

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\* Emergency – means physical work items of an emergency nature, posing an immediate threat to the health and safety of residents or staff, which must be completed within one year of capital grant funding. Management improvements are not eligible as emergency work.

**10.0** (c) PHA's must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(See attachment oh024i01)**

Pursuant to the requirements of Section 6(j)(2)(C) of the United States Housing Act of 1937, 42 U.S.C. 1437 ("the Act"), as implemented in the Public Housing Assessment System (PHAS), 24 CFR Part 902, et seq., an Agreement was made on the 1<sup>st</sup> day of May 2010 by and between the Chillicothe Metropolitan Housing Authority and the U. S. Department of Housing and Urban Development (HUD).

CMHA was evaluated by HUD in accordance with provisions of PHAS and designated as "troubled" as defined at 24 CFR Section 902.67(c).

Under requirements of the Act and 24 CFR Section 903.75, housing authorities which are designated troubled must enter into a binding contractual agreement designated as a Memorandum of Agreement (MOA) with HUD. The primary purpose of the MOA is to substantially improve the Authority's PHAS score.

CMHA is now designated as "standard".

**11.0 Required Submission for HUD Field Office Review.** In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only)
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only)
- (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only)
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only)
- (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.

Provided as attachment oh024j01

- (g) Challenged Elements – NO CHALLENGED ELEMENTS

- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only)

Provided as attachments oh024a01, oh024c01, oh024d01, oh024e01, oh024f01 and oh024g01.

- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

Provided as attachment oh024b01

**Attachment: oh024a01**

Annual Statement /Performance and Evaluation Report  
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>					
<b>PHA Name:</b> Chillicothe Metropolitan Housing Authority		<b>Grant Type and Number:</b> Capital Fund Program No: <b>OH16-P024-501-11</b> Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant: 2011</b> <b>FFY of Grant Approval: 2011</b>
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	50,000.00			
3	1408 Management Improvements	44,600.00			
4	1410 Administration	50,500.00			
5	1411 Audit	0.00			
6	1415 Liquidated Damages	0.00			
7	1430 Fees and Costs	52,000.00			
8	1440 Site Acquisition	0.00			
9	1450 Site Improvement	0.00			
10	1460 Dwelling Structures	406,494.00			
11	1465.1 Dwelling Equipment-Nonexpendable	24,500.00			
12	1470 Nondwelling Structures	0.00			
13	1475 Nondwelling Equipment	0.00			
14	1485 Demolition	0.00			
15	1492 Moving to Work Demonstration	0.00			
16	1495.1 Relocation Costs	0.00			
17	1499 Development Activities 4	0.00			

1 To be completed for the Performance and Evaluation Report  
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
 4 RHF funds shall be included here.

Annual Statement /Performance and Evaluation Report  
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary					
PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No: <b>OH16-P024-501-11</b> Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2011 FFY of Grant Approval: 2011	
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
No.		Original	Revised 2	Obligated	Expended
16a	1501 Collateralization or Debt Service Paid by the PHA	0.00			
16b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00 -			
19	1502 Contingency (may not exceed 8% of Line 20)	0.00			
20	Amount of Annual Grant (sums of lines 2-19)	\$628,094.00			
21	Amount of Line 20 Related to LBP Activities	0.00			
22	Amount of Line 20 Related to Section 504 Compliance	20,000.00			
23	Amount of Line 20 Related to Security - Soft Costs	41,600.00			
24	Amount of Line 20 Related to Security - Hard Costs	0.00			
25	Amount of Line 20 Related to Energy Conservation Measures	0.00			
Signature of Executive Director <i>Carleena J. Beverly</i>			Signature of Public Housing Director		
Date 7/13/11			Date		

- 1 To be completed for the Performance and Evaluation Report
- 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
- 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
- 4 RHF funds shall be included here.



Attachment: oh024b01

Capital Fund Program Five-Year Action Plan

U. S. Department of Housing and Urban Development

Office of Public and Indian Housing

Expires: 4/30/2011

<b>Part I: Summary</b>						
PHA Name/Number			Locality (City/County& State)			<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No. _____
<b>Chillicothe Metropolitan Housing Authority - OH024</b>			<b>Chillicothe/Ross County/Ohio</b>			
A.	Development Number and Name <b>PHA-Wide</b>	Work Statement for Year 1 FFY____2011____	Work Statement for Year 2 FFY____2012____	Work Statement for Year 3 FFY____2013____	Work Statement for Year 4 FFY____2014____	Work Statement for Year 5 FFY____2015____
B.	Physical Improvements Subtotal	Annual Statement	- 412,321.00	- 467,542.00	- 432,321.00	- 432,221.00
C.	Management Improvements		44,600.00	44,600.00	44,600.00	44,600.00
D.	PHA-Wide Non-dwelling Structures and Equipment		-	-	-	-
E.	Administration		61,732.00	50,500.00	50,400.00	50,500.00
F.	Other		52,000.00	52,000.00	40,000.00	40,000.00
G.	Operations		50,000.00	50,000.00	50,000.00	50,000.00
H.	Demolition		0.00	0.00	0.00	0.00
I.	Development		0.00	0.00	0.00	0.00
J.	Capital Fund Financing - Debt Service		0.00 -	0.00 -	0.00 -	0.00 -
K.	Total CFP Funds		<b>\$620,653.00</b>	<b>\$664,642.00</b>	<b>\$617,321.00</b>	<b>\$617,321.00</b>
L.	Total Non-CFP Funds		0.00	0.00	0.00	0.00
M.	Grand Total		<b>\$620,653.00</b>	<b>\$664,642.00</b>	<b>\$617,321.00</b>	<b>\$617,321.00</b>

**Capital Fund Program Five-Year Action Plan**

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires: 4/30/2011

<b>Part I: Summary (Continuation)</b>						
PHA Name/Number			Locality (City/County& State)		<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Revision No. _____
<b>Chillicothe Metropolitan Housing Authority - OH024</b>			<b>Chillicothe/Ross County/Ohio</b>			
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2011</u>	Work Statement for Year 2 FFY <u>2012</u>	Work Statement for Year 3 FFY <u>2013</u>	Work Statement for Year 4 FFY <u>2014</u>	Work Statement for Year 5 FFY <u>2015</u>
	<b>OH024000001 AMP 1</b>	Annual Statement	125,000.00	165,000.00	212,000.00	212,000.00
	<b>OH024000002 AMP 2</b>		75,000.00	65,000.00	0.00	0.00
	<b>OH024000003 AMP 3</b>		106,000.00	55,221.00	220,321.00	220,221.00
	<b>OH024000004 AMP 4</b>		106,321.00	182,321.00	0.00	0.00
	<b>PHA WIDE</b>		\$208,332.00	\$197,100.00	\$185,000.00	\$185,100.00
	Grand Total		<b>\$620,653.00</b>	<b>\$664,642.00</b>	<b>\$617,321.00</b>	<b>\$617,321.00</b>









Attachment: oh024c01

Annual Statement /Performance and Evaluation Report  
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary					
PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No: <b>OH16-P024-501-10</b> Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2010 FFY of Grant Approval: 2010	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/11		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	50,000.00	50,000.00	0.00	0.00
3	1408 Management Improvements	44,600.00	47,550.00	0.00	0.00
4	1410 Administration	50,500.00	50,500.00	0.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	40,000.00	108,250.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	212,773.00	223,773.00	0.00	0.00
10	1460 Dwelling Structures	230,221.00	148,021.00	0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities 4	0.00	0.00	0.00	0.00

1 To be completed for the Performance and Evaluation Report  
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
 4 RHF funds shall be included here.

Annual Statement /Performance and Evaluation Report  
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>					
PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No: <b>OH16-P024-501-10</b> Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2010 FFY of Grant Approval: 2010	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/11 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service Paid by the PHA	0.00	0.00	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of Line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	<b>\$628,094.00</b>	<b>\$628,094.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
21	Amount of Line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	93,221.00	0.00	0.00	0.00
23	Amount of Line 20 Related to Security - Soft Costs	41,600.00	41,600.00	0.00	0.00
24	Amount of Line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
Signature of Executive Director <i>Kathleen Z. Lewis</i>		Date 07/08/11		Signature of Public Housing Director	
				Date	

1 To be completed for the Performance and Evaluation Report  
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
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Attachment: oh024d01

Annual Statement /Performance and Evaluation Report

Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011

**Part I: Summary**

PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No: <b>OH16-P024-501-09</b>	FFY of Grant: 2009 FFY of Grant Approval: 2009
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/11		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3 ) <input type="checkbox"/> Final Performance and Evaluation Report	

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3				
3	1408 Management Improvements	50,000.00	50,000.00	0.00	0.00
4	1410 Administration	44,600.00	44,600.00	44,600.00	15,398.22
5	1411 Audit	57,500.00	57,500.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	0.00	0.00	0.00	0.00
8	1440 Site Acquisition	40,000.00	40,000.00	40,000.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	54,421.00	55,622.00	16,201.00	8,400.00
11	1465.1 Dwelling Equipment-Nonexpendable	370,800.00	333,599.00	189,199.00	95,672.18
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	36,000.00	10,000.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities 4	0.00	0.00	0.00	0.00

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Annual Statement /Performance and Evaluation Report  
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

**Part I: Summary**

PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No: <b>OH16-P024-501-09</b> Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2009 FFY of Grant Approval: 2009	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3 )			
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/11		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
18a	1501 Collateralization or Debt Service Paid by the PHA	0.00	0.00	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 0% of Line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	\$617,321.00	\$617,321.00	\$300,000.00	\$119,470.40
21	Amount of Line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	0.00	110,372.60	0.00	0.00
23	Amount of Line 20 Related to Security - Soft Costs	41,600.00	41,600.00	41,600.00	15,398.22
24	Amount of Line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
Signature of Executive Director <i>Kathleen Z. Jones</i>		Date 07/08/11		Signature of Public Housing Director	
				Date	

1 To be completed for the Performance and Evaluation Report  
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
 4 RHF funds shall be included here.

**Part II: Supporting Pages**

PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No: <b>OH16-P024-501-09</b> Replacement Housing Factor Grant No: Date of CFFP:				CFFP (Yes/No) <b>No</b>		Federal FFY of Grant: <b>2009</b>
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
OH024000001	DWELLING STRUCTURES							
TIFFIN TOWER	REPLACE RUBBER ROOFS ON PORCHES TT	1460	2	15,000.00	0.00	0.00	0.00	DEFERRED 501-07
ELDERLY	EXTERIOR OVERHEAD DOOR TT FREIGHT ROOM	1460	1	20,000.00	2,794.20	2,794.20	2,794.20	
	REPLACE P-TEC IN TIFFIN TOWER	1460		56,000.00	25,000.00	25,000.00	22,091.98	
	EMERGENCY TT - ROOF REPLACEMENT	1460		0.00	7,000.00	7,000.00	7,000.00	
	REPLACE HEAT PUMP	1460		0.00	4,570.00	4,570.00	2,000.00	
	REPLACE WATER MAIN VALVES BYPASS AND SHUT OFF	1460		0.00	18,000.00	0.00	0.00	
OH024000004	INTERIOR DOORS - LINCOLN PARK	1460		26,000.00	0.00	0.00	0.00	DEFERRED
LINCOLN PARK	REPLACE HOT WATER TANKS	1460	114	68,400.00	25,000.00	25,000.00	15,735.14	
SHERMAN PARK	REPLACE HVAC - A/C SHERMAN PARK	1460		113,400.00	24,182.20	24,182.20	4,978.00	
	INSTALLED ADDITIONAL CAMERA SHERMAN PARK	1460		0.00	5,850.00	5,850.00	5,850.00	
	INSTALLED FENCES IN SHERMAN PARK	1450		0.00	5,500.00	5,500.00	5,500.00	
	1004 SP SANITARY LINES - EMERGENCY	1460		0.00	5,901.00	5,901.00	0.00	
OH024000002	REPLACE A/C WORTHINGTON MANOR	1460		0.00	4,608.00	0.00	0.00	
	REPLACE WATER MAIN VALVES BYPASS AND SHUT OFF	1460		0.00	8,000.00	0.00	0.00	
OH024000003	REPLACE EXTERIOR ENTRANCE DOORS	1460		72,000.00	0.00	0.00	0.00	DEFERRED 501-06
	UPGRADE DRAINAGE AT W.E.	1450		15,000.00	0.00	0.00	0.00	DEFERRED
	REPLACE ROOF SHINGLES AT WETZEL/ MECHANIC ST.	1460		0.00	80,000.00	80,000.00	33,117.86	
	REPLACE HVAC - AMP 3 VANDALISIM	1460		0.00	16,117.00	12,697.60	0.00	
	INSTALL HVAC FENCES - AT INSURANCE CO. REQUEST	1450		0.00	4,800.00	4,800.00	2,900.00	
PHA WIDE	SEAL COAT PARKING LOTS ALL SITES	1450		39,421.00	39,421.00	0.00	0.00	
	ADDITIONAL REPAIR ON BATHROOMS	1460		0.00	2,105.00	2,105.00	2,105.00	
	AMP COMPUTER UPGRADE	1475		0.00	10,000.00	10,000.00	0.00	
	AMP 1-4 VAN FOR TRANSPORTATION	1475		0.00	26,000.00	0.00	0.00	
	504 COMPLIANCE	1460		0.00	110,372.60	0.00	0.00	
PHA WIDE	OPERATIONS:	1406		50,000.00	50,000.00	0.00	0.00	
	MANAGEMENT IMPROVEMENTS:							
	MAINTENANCE STAFF TRAINING	1408		3,000.00	3,000.00	3,000.00	0.00	
	SECURITY FOOT PATROLS, ALL SITES (4 PERSONS AT \$20.00/HR.) 20X20X4026	1408		41,600.00	41,600.00	41,600.00	15,398.22	
	ADMINISTRATION:							
	MANAGEMENT FEES (LIMITED TO 15% OF GRANT) INCLUDING ADMIN COST FOR ADVERTISING, INC.)	1410		57,500.00	57,500.00	0.00	0.00	
	FEES AND COSTS:							
	PROFESSIONAL A&E	1430		40,000.00	40,000.00	40,000.00	0.00	
	<b>TOTAL CAPITAL FUNDS GRANT - 2009</b>			<b>\$617,321.00</b>	<b>\$617,321.00</b>	<b>\$300,000.00</b>	<b>\$119,470.40</b>	

1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement

2 To be completed for the Performance and Evaluation Report

Attachment: oh024e01

Annual Statement /Performance and Evaluation Report  
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary					
PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No: <b>OH16-S024-501-09</b> Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2009 FFY of Grant Approval: 2009	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/11		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	0.00		0.00	0.00
3	1408 Management Improvements	0.00		0.00	0.00
4	1410 Administration	36,400.00		36,400.00	25,832.58
5	1411 Audit	0.00		0.00	0.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	66,221.73		66,221.73	67,560.55
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvement	0.00		0.00	0.00
10	1460 Dwelling Structures	633,176.27		633,176.27	573,970.58
11	1465.1 Dwelling Equipment-Nonexpendable	0.00		0.00	0.00
12	1470 Nondwelling Structures	0.00		0.00	0.00
13	1475 Nondwelling Equipment	0.00		0.00	0.00
14	1485 Demolition	0.00		0.00	0.00
15	1492 Moving to Work Demonstration	0.00		0.00	0.00
16	1495.1 Relocation Costs	0.00		0.00	0.00
17	1499 Development Activities 4	0.00		0.00	0.00

- 1 To be completed for the Performance and Evaluation Report
- 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
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Annual Statement /Performance and Evaluation Report  
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>					
PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No: <b>OH16-S024-501-09</b> Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2009 FFY of Grant Approval: 2009	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/11 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service Paid by the PHA	0.00		0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00		0.00	0.00
19	1502 Contingency (may not exceed 8% of Line 20)	0.00		0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	<b>\$735,798.00</b>		<b>\$735,798.00</b>	<b>\$667,363.71</b>
21	Amount of Line 20 Related to LBP Activities	0.00		0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	0.00		0.00	0.00
23	Amount of Line 20 Related to Security - Soft Costs	0.00		0.00	0.00
24	Amount of Line 20 Related to Security - Hard Costs	0.00		0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00		0.00	0.00
Signature of Executive Director <i>Kathleen Z. Sims</i>			Signature of Public Housing Director		
Date 07/08/11			Date		

- 1 To be completed for the Performance and Evaluation Report
- 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
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Attachment: oh024f01

Annual Statement /Performance and Evaluation Report  
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

**Part I: Summary**

PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No: <b>OH16-P024-501-08</b> Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2008 FFY of Grant Approval: 2008	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/11		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3 ) <input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	55,600.00	50,000.00	50,000.00	50,000.00
3	1408 Management Improvements	47,600.00	0.00	0.00	0.00
4	1410 Administration	1,000.00	48,100.00	48,100.00	47,600.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	40,000.00	40,000.00	40,000.00	7,611.54
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	5,850.65	5,850.65	5,671.46
10	1460 Dwelling Structures	377,090.00	367,995.68	367,995.68	105,141.04
11	1465.1 Dwelling Equipment-Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	4,625.32	4,625.32	0.00
13	1475 Nondwelling Equipment	60,000.00	64,718.35	64,718.35	64,718.35
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities 4	0.00	0.00	0.00	0.00

- 1 To be completed for the Performance and Evaluation Report
- 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
- 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
- 4 RHF funds shall be included here.

Annual Statement /Performance and Evaluation Report  
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

**Part I: Summary**

PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No. <b>OH16-P024-501-08</b> Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2008 FFY of Grant Approval: 2008	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 3 )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/11		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
15a	1501 Collateralization or Debt Service Paid by the PHA	0.00	0.00	0.00	0.00
15b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of Line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	\$581,290.00	\$581,290.00	\$581,290.00	\$260,742.39
21	Amount of Line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	12,000.00	40,000.00	40,000.00	7,611.54
23	Amount of Line 20 Related to Security - Soft Costs	41,600.00	50,000.00	50,000.00	50,000.00
24	Amount of Line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
Signature of Executive Director <i>Kathleen Z. Sims</i>		Date 07/08/11		Signature of Public Housing Director	
				Date	

1 To be completed for the Performance and Evaluation Report  
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
 4 RHF funds shall be included here.

**Part II: Supporting Pages**

PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No: <b>OH16-P024-501-08</b> Replacement Housing Factor Grant No: _____ CFFP (Yes/No) <b>No</b> Date of CFFP: _____						Federal FFY of Grant: <b>2008</b>	
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised 1	Funds Obligated 2	Funds Expended 2		
PHA WIDE	INSTALL NEW TUB LINERS AND WALL UNITS	1460	130	135,280.00	264,825.00	264,825.00	9,535.61		
OH024000001	REPLACE MEDICINE CABINETS W/LITE	1460	130	39,000.00	0.00	0.00	0.00	DEFERRED 501-09	
	REPLACE PORCH ROOF SHINGLES	1460	2	4,000.00	7,075.00	7,075.00	7,075.00		
	HVAC COMMON AREA TT	1460		0.00	7,359.32	7,359.32	10,442.00		
	STRUCTURAL REMEDIATION TT	1460		0.00	0.00	0.00	0.00		
OH024000004	GROUNDS MAINTENANCE	1450	1	0.00	5,850.65	5,850.65	5,671.46		
	HVAC REPLACEMENT	1460		0.00	2,489.00	2,489.00	2,489.00		
	REPLACE ROOF SHINGLES TS	1460	4	16,000.00	0.00	0.00	0.00	DEFERRED 501-07	
	REPLACE GUTTERS IN LPSPTS	1460		20,480.00	0.00	0.00	0.00	DEFERRED 11	
	INSTALL NEW TUB/WALL UNITS TS	1460	8	12,000.00	0.00	0.00	0.00	DEFERRED 09	
	REPLACE ROOF COMM BUILDING - EMERGENCY	1470	1	0.00	4,625.32	4,625.32	0.00		
OH024000002	REPLACE HOT WATER TANKS	1460	2	18,330.00	14,499.31	14,499.31	15,858.88		
	WINDOWS	1460		0.00	12,375.00	12,375.00	367.50		
OH024000003	REPLACE HANDICAP SHOWER UNIT W/CLAYTILE SURFACE W	1460	4	12,000.00	0.00	0.00	0.00	DEFERRED 501-09	
	REPLACE FLOOR TILE/BASE WE	1460	50	100,000.00	0.00	0.00	0.00	DEFERRED 09	
	REPLACE HOT WATER TANKS SI	1460	29	0.00	0.00	0.00	0.00		
	REPLACE ROOF SHINGLE PV	1460	2	8,000.00	41,757.05	41,757.05	41,757.05		
	INSTALL NEW TUB LINERS AND WALL UNITS (TS)	1460	8	12,000.00	0.00	0.00	0.00	DEFERRED 501-09	
	HVAC - PLEASANT VALLEY	1460		0.00	17,616.00	17,616.00	17,616.00		
PHA WIDE	OPERATING SUBSIDY	1406		55,600.00	50,000.00	50,000.00	50,000.00		
	SECURITY FOOT PATROLS, ALL SITES 4 PERSONS 20 HRS. AT \$20.00/HR.	1408		41,600.00	0.00	0.00	0.00	DEFERRED	
	MAINTENANCE TRAINING	1408		6,000.00	0.00	0.00	0.00	DEFERRED	
	MANAGEMENT FEES	1410		0.00	47,600.00	47,600.00	47,600.00		
	ADMINISTRATIVE, ADVERTISING, ETC	1410		1,000.00	500.00	500.00	0.00		
	ARCHITECTURAL SERV ICES	1430		40,000.00	40,000.00	40,000.00	7,611.54		
	STRUCTURAL TESTING T.T.	1430		0.00	0.00	0.00	0.00	DEFERRED	
	MAINTENANCE VEHICLES - TRUCK	1475		60,000.00	64,718.35	64,718.35	64,718.35		
	<b>TOTAL CAPITAL FUNDS GRANT - 2008</b>			<b>\$581,290.00</b>	<b>\$581,290.00</b>	<b>\$581,290.00</b>	<b>\$280,742.39</b>		

1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 2 To be completed for the Performance and Evaluation Report

Attachment: oh024g01

Annual Statement /Performance and Evaluation Report  
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

Part I: Summary					
PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>		Grant Type and Number: Capital Fund Program No: <b>OH16-P024-501-07</b> Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2007 FFY of Grant Approval: 2007	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserved for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/11		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	56,068.00	54,000.00	54,000.00	54,000.00
3	1408 Management Improvements	41,600.00	41,600.00	41,600.00	41,600.00
4	1410 Administration	57,760.00	600.00	600.00	600.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	52,600.00	56,448.00	56,448.00	56,448.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	190,000.00	272,281.80	262,963.27	262,963.27
10	1460 Dwelling Structures	120,732.00	146,830.20	156,148.73	156,148.73
11	1465.1 Dwelling Equipment-Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	53,000.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities 4	0.00	0.00	0.00	0.00

1 To be completed for the Performance and Evaluation Report  
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.  
 4 RHF funds shall be included here.

Annual Statement /Performance and Evaluation Report  
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and  
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 4/30/2011

<b>Part I: Summary</b>					
PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>			Grant Type and Number: Capital Fund Program No: <b>OH16-P024-501-07</b>		FFY of Grant: 2007 FFY of Grant Approval: 2007
			Replacement Housing Factor Grant No:		
			Date of CFFP:		
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserved for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no. 2 ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 3/31/11 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
18a	1501 Collateralization or Debt Service Paid by the PHA	0.00	0.00	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of Line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	\$571,760.00	\$571,760.00	\$571,760.00	\$571,760.00
21	Amount of Line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	12,600.00	12,600.00	12,600.00	12,600.00
23	Amount of Line 20 Related to Security - Soft Costs	41,600.00	41,600.00	41,600.00	41,600.00
24	Amount of Line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
Signature of Executive Director			Signature of Public Housing Director		
Date			Date		

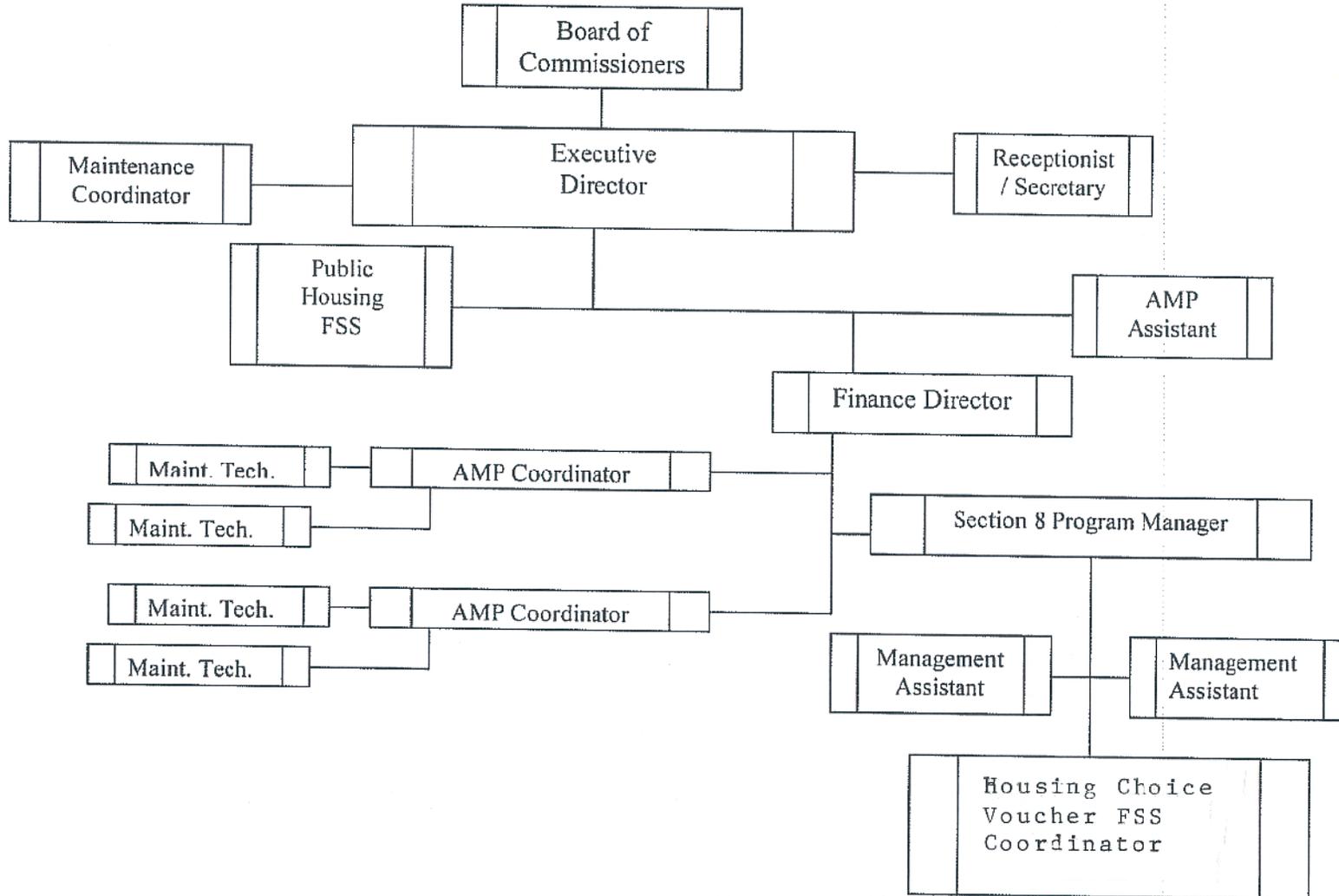
*Katherine Z. Sims* 07/08/11

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 4 RHF funds shall be included here.

Part II: Supporting Pages								
PHA Name: <b>Chillicothe Metropolitan Housing Authority</b>			Grant Type and Number: Capital Fund Program No: <b>OH16-P024-501-07</b> Replacement Housing Factor Grant No: Date of CFFP:				Federal FFY of Grant: <b>2007</b>	
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
24-1	REPLACE COMPACTOR DOORS - TT	1450	8	5,000.00	4,625.00	4,158.00	4,158.00	
TIFFIN	UPGRADE CAMERA SYSTEM WITH ADDITIONAL	1450	12	20,000.00	42,120.67	32,927.20	32,927.20	
	REPLACE SPRINKLER HEADS & MAIN SHUT OFF WATER VALV	1450		45,000.00	24,950.00	49,454.78	49,454.78	
	EMERGENCY GENERATOR REPLACEMENT	1450		0.00	92,000.00	104,725.80	104,725.80	
	REPLACE DRYER VENT-CODE VIOLATION	1450		0.00	12,835.85	0.00	0.00	
LINCOLN,	LANDSCAPING/BEAUTIFICATION WHERE DRAINAGE PROBLE	1450		40,000.00	60,199.75	60,199.75	60,199.75	
SHERMAN, TOLEDO	AND PLAY AREA - LP AND SP	1450		50,000.00	23,530.53	3,076.94	3,076.94	
	OLD TOLEDO HVAC	1460	8	15,000.00	20,400.00	20,400.00	20,400.00	
	LP,SP HVAC	1460	112	105,732.00	101,600.00	101,600.00	101,600.00	
	OLD TOLEDO ROOF REPLACEMENT	1460		0.00	24,830.20	34,148.73	34,148.73	
24-2	UPGRADE CAMERA SYSTEM WITH ADDITIONS	1450	12	20,000.00	0.00	0.00	0.00	DEFERRED
WORTHINGTON								
24-3	REPLACE PRIVACY FENCES	1450	25	10,000.00	12,020.00	8,420.80	8,420.80	
WESTLAND								
PHA-WIDE	OPERATING SUBSIDY	1406		56,068.00	54,000.00	54,000.00	54,000.00	
	SECURITY FOOT PATROLS, ALL SITES (4 PERSONS 20 HRS.	1408		41,600.00	41,600.00	41,600.00	41,600.00	
	EACH, 2 WEEKS AT \$20.00/HOUR)							
	ADMINISTRATION, ADVERTISING, ETC.	1410		600.00	600.00	600.00	600.00	
	ADMINISTRATIVE FEE	1410		57,160.00	0.00	0.00	0.00	
	PROFESSIONAL - A&E	1430		40,000.00	43,848.00	43,848.00	43,848.00	
	PROFESSIONAL - 504 COMPLIANCE	1430		12,600.00	12,600.00	12,600.00	12,600.00	
OH24-05	DEMO OF SOUTHEND PROPERTIES	1485		53,000.00	0.00	0.00	0.00	
	<b>TOTAL 2007 CAPITAL FUNDS GRANT</b>			<b>\$571,760.00</b>	<b>\$571,760.00</b>	<b>\$571,760.00</b>	<b>\$571,760.00</b>	

1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 2 To be completed for the Performance and Evaluation Report

**Attachment: oh024h01  
Chillicothe Metropolitan Housing Authority  
Organizational Chart**



**Memorandum of  
Agreement (MOA)  
Part A**

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

OMB Approval No. 2577-0237  
Expires 2/28/2011

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Public reporting burden for the collection of information required for Parts A and B of the Memorandum of Agreement is estimated to average 13.74 hours depending on size of Public Housing Agency (PHA). This includes the time for collecting, reviewing, and reporting the data. The information will be used for monitoring PHA progress in bringing performance up to standard levels. Response to this request for information is required in order to receive the benefits to be derived, including eligibility to apply for funding. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number.

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## **MEMORANDUM OF AGREEMENT**

This Agreement is made this the 1<sup>st</sup> day of May 2010, by and between the Chillicothe Metropolitan Housing, State of Ohio (PHA), and the Secretary of the United States Department of Housing and Urban Development (HUD) acting by and through the Director of the Cleveland Field Office pursuant to the requirements of Section 6 (j)(2)(C) of the United States Housing Act of 1937, 42 U.S.C. 1437 ("the Act"), as implemented in the Public Housing Assessment System (PHAS), 24 CFR Part 902, et seq.).

The PHA entered into a Low Rent Public Housing Annual Contribution Contract ("ACC") Number C-524 pursuant to the authority of the Act on August 31, 1965, as subsequently amended, with HUD. As a result, HUD provides funding to the PHA to operate and maintain affordable and decent, safe, and sanitary public housing to its low-income residents.

Under the authority of 6(j) of the Act, the PHA was evaluated in accordance with the provisions of PHAS and was designated as "troubled" as defined at 24 CFR Section 902.67(c).

Under the requirements of the Act and 24 CFR Section 902.75, those housing authorities which are designated as troubled must enter into a binding contractual agreement designated as a Memorandum of Agreement (MOA) with HUD. The primary purpose of this MOA is to "substantially improve" the Authority's PHAS score as that term is defined at 24 CFR Section 902.75 (g)(2). However, this MOA is not intended to reflect every performance defect that the PHA may have.

Accordingly the parties agree to the following:

1. The parties agree that this MOA is a binding contractual agreement between the PHA and HUD.
2. This MOA shall consist of:
  - a. This Part A, Terms and Conditions;
  - b. Part B, Performance Targets and Strategies, which sets out the:
    - 1) Baseline Data
    - 2) Strategies to be used by the PHA in achieving the performance targets within the time period of the MOA;

RECEIVED JUN 10 2010

- 3) Target dates for completion of strategies; and,
- 4) Technical assistance to the PHA provided or facilitated by HUD; The description of the involvement of local public and private entities, including PHA resident leaders in carrying out the agreement and rectifying the PHA's problem in accordance with the requirements of 24 CFR Section 902.75(b)(8).

3. The PHA agrees that the performance targets, strategies, and time frames specified in this MOA are reasonable and that it will take all actions within its control to complete them as set out in this Agreement.

4. HUD agrees to provide technical assistance as stated in Part B to the Authority and, based upon the compliance with the MOA, give the PHA appropriate consideration for discretionary or competitive funding resources, as those resources are available to HUD.

5. The Executive Director of the PHA shall provide to the HUD staff (as designated in Part B), a written progress report based upon that reporting period's scheduled targets and strategies as set out in Part B. This report shall be furnished no later than the 15th of the succeeding month following the end of a scheduled reporting period and shall identify the accomplishment and/or failure of each task/goal to be completed that period. The Executive Director shall also complete quarterly and annual reports as required by Part B.

6. Subsequently, the designated HUD staff shall provide a response, no later than the 1st of the succeeding month after receipt of the written progress report provided, to the Executive Director of the PHA that identifies the current accomplishments/shortfalls for the period. The HUD response will be based upon that period's PHA progress report and supporting documents. The Executive Director shall include the report on the agenda for discussion or action for the immediately upcoming monthly PHA Board Meeting.

7. A substantial default of this agreement will occur if HUD determines that the PHA has failed to meet any of the terms of, or to make reasonable progress to meet any requirements included in this MOA. Such failure specifically includes but is not limited to, the failure to provide the written progress reports required under paragraph 5.

8. Failure by the PHA to achieve any of the performance targets or any of the terms of this MOA may result in HUD's imposition of sanctions, such as the imposition of management budget controls by HUD, declaration of substantial default, and subsequent actions, including but not limited to the appointment of a receiver, or other actions deemed appropriate by HUD.

9. This MOA does not supersede, modify or amend the ACC or in any way excuse the PHA from complying fully with its obligations under the ACC or the Act and its implementing regulations. HUD does not waive its rights under the ACC, the Act, or its implementing regulations. The PHA continues to be obligated to comply with all applicable requirements contained in the ACC, the Act, and its implementing regulations. The PHA's satisfaction of, or failure to meet, the goals set forth in this MOA does not limit, modify or preclude HUD's right to take any remedial action allowed by the ACC or any provision of the Act or its implementing regulations. If HUD determines that the PHA is in substantial default of the ACC, the Act, or its implementing regulations, this MOA shall terminate without further notice.

10. This MOA creates no third party benefits or right in any person or entity not a party to this Agreement.

11. The PHA affirmatively states that it has complied with all State and Local requirements precedent to entering into this MOA.

12. This agreement shall be in full force and effect, binding the parties from May 1, 2010 (*date of MOA*) to April 30, 2011 (*one year from date*). This document may be amended by a document signed by all parties to this original agreement.

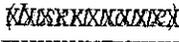
*Chillicothe Metropolitan Housing Authority*

 5/18/2010  
By: Tamra Lowe Date  
Chairperson

 5/18/10  
By: Kathleen Z. Sims Date  
Executive Director

**U.S. Department of Housing and Urban Development**

 6/3/2010  
By: Thomas S. Marshall Date  
Director, Field Office Public Housing  
Cleveland Office of Public Housing

~~By:  Date~~  
~~Deputy Director, Field Office Public Housing~~

Attachment: oh024j01  
Chillicothe Metropolitan Housing Authority  
Resident Advisory Board Consultation Process and Comments – FYB 2011

1. Resident notification of appointment to the Advisory Board

At beginning of PHA Plan process, sent out letter to all residents/participants of opportunity to serve on Resident Advisory Board  
**February 1, 2011**

2. Resident Advisory Board Selection

Selection made from resident/participant response **February 25, 2011**

3. Meeting Organization

Schedule date to meet with Resident Advisory Board for input to PHA Plan

Notify Resident Advisory Board of scheduled meeting **February 1, 2011 and April 1, 2011**

Hold Resident Advisory Board meeting **April 12, 14, 2011**

4. Notification of Public Hearing

Schedule date for Public Hearing and place ad **March 22, 2011**

Notify Resident Advisory Board **February 1, 2011**

Hold Public Hearing meeting **May 31, 2011**

5. Documentation of resident recommendations and PHA's response to recommendations

All residents were in agreement with the PHA Plan.